



BTA1213
(07/05)

COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION

GUIDE FOR ARTICLES OF CORRECTION TO THE ARTICLES OF TRUST
OF A DOMESTIC BUSINESS TRUST

ARTICLES OF CORRECTION OF

(business trust's name as currently on record with the SCC)

The undersigned domestic business trust, pursuant to Title 13.1, Chapter 14, Article 2 of the Code of Virginia, hereby executes the following articles of correction and sets forth:

1. The name of the domestic business trust is (name currently on record with the SCC).
2. (Set forth a statement of the nature of the error necessitating each correction.)
3. (Set forth the text of each correction. **NOTE:** Articles of correction can correct only a name or address specified in the articles of trust.)
4. (Set forth the manner by which the correction(s) was (were) adopted on behalf of the business trust; only set forth the applicable option listed below.)

The correction(s) to the articles of trust was (were) adopted:

Option A: By all of the trustees [or, by the sole trustee].

Option B: By a majority vote of the trustees entitled to vote.

Option C: In accordance with the articles of trust [or the governing instrument] of the business trust.

Executed in the name of the business trust by:

(signature)

(title)

(printed name)

(date)

(business trust's SCC ID no.)

(telephone number (optional))

(The execution must be by a trustee or by an officer of the business trust, or if the business trust is in the hands of a receiver, trustee, or other court-appointed fiduciary, by that fiduciary.)

THIS FORM IS TO BE USED AS A GUIDE ONLY.

INSTRUCTIONS ON THE REVERSE

NOTE

The registered office and/or registered agent cannot be changed by filing articles of correction to the articles of trust. This change must be accomplished by filing a statement of change of a registered office and/or registered agent on form BTA1221. This form can be requested by contacting the Clerk's Office of the State Corporation Commission at the telephone numbers shown below or at www.scc.virginia.gov/division/clk/asp/fee_corp_formrequest.aspx.

INSTRUCTIONS

This form has been produced by the Commission as a guide to help you prepare the business trust's articles of correction. Please note, however, that this form will not be accepted with the blanks filled in. You must separately type your articles, using this form as a guide, inserting appropriate information and omitting unneeded provisions.

The articles must be in the English language, typewritten or printed in black, legible and reproducible. The document must be presented on uniformly white, opaque paper, free of visible watermarks and background logos.

You can download this form from our website at www.scc.virginia.gov/division/clk/fee_bus.htm.

The articles must set forth the manner by which the correction was adopted on behalf of the business trust. In Article 4, select the manner of adoption from Options A, B **or** C. See § 13.1-1213 of the Code of Virginia.

The articles must be signed by a trustee or by an officer of the business trust, or if the business trust is in the hands of a receiver, trustee, or other court-appointed fiduciary, by that fiduciary. See § 13.1-1202 of the Code of Virginia.

It is a Class 1 misdemeanor for any person to sign a document he or she knows is false in any material respect with intent that the document be delivered to the Commission for filing.

Pursuant to § 13.1-1255 of the Code of Virginia, the Commission cannot file or issue with respect to any business trust any certificate referred to in the Virginia Business Trust Act until all fees to be collected by the Commission under the Act have been paid by or on behalf of such business trust.

Submit the original, signed articles to the Clerk of the State Corporation Commission, P.O. Box 1197, Richmond, Virginia 23218-1197, (Street address: 1300 East Main Street, Tyler Building, 1st Floor, Richmond, Virginia 23219), along with a check for the filing fee in the amount of **\$25.00**, payable to the State Corporation Commission. **PLEASE DO NOT SEND CASH.** If you have any questions, please call (804) 371-9733 or toll-free in Virginia, 1-866-722-2551.